

**Gateway Public Schools**  
**Minutes of the Meeting of the Board of Trustees**  
**Wednesday, January 17, 2018 @ 5:00 - 7:00 PM**

**Board Members Present:**

Akriti Agarwal, Therese Arsenaault, Beth Berliner, Sapna Boze, Sara Byrne, Elizabeth Colen, Sharon Gillenwater, Susan Masto, Farley Neuman, Sharon Olken, Mary Plant-Thomas, Jackie Quella, Adina Safer, Suzanne Schutte, Dina To, Valerie Toler, Aaron White, Julie Wise

**Board Members Excused:** Annie Klebahn, Joyce McMinn, Molly Orner, Will Parish, Laura Spivy

**Board Members Not Present:** Allison Bhusri

**Also present:** Chris Hero, Danielle Ciccarelli, Chanda Guerin, Kevin Rafter

**1. Welcome, Call to Order, Approval of Minutes from November 15, 2017**

Susan welcomed everyone to the meeting and continued with announcements.

- Tonight we are voting in a new member, Akriti Agarwal. She will be joining the meeting after the vote.
- Susan welcomed Kevin Rafter, a potential Trustee who is here to experience a board meeting.
- Susan asked Beth Berliner to say a few words about the holiday party. Beth said that the venue, food and punch bowls were amazing. Thank you Julie! Thank you for everything you do to make everything so great. She told the board that she was struck by how many teachers noticed she was at the party and thanked her for attending.

Susan asked for a motion to approve the minutes from November 15, 2017. Therese motioned and Sharon Gillenwater seconded. The minutes were approved unanimously without issue.

**2. Public Forum**

Susan Masto opened the floor for the public forum. No further discussions or motions were introduced.

**3. Committee on Trustees**

Susan gave the floor to Sharon Gillenwater for an update on the Committee on Trustees.

Sharon G. is very excited that the board is voting on the Trusteeship of Akriti Agarwal tonight. Members of the Trustees Committee met her at Board Match last spring, and she has been in touch ever since. She is an engineer and develops products at a financial products company. She mentors young women in STEM and is committed to, and shares, our goals of excellence and equity in education. Akriti walks the talk. Jackie Quella added that what strikes her about Akriti is her enthusiasm and desire to be involved. Sharon G. made a motion to approve Akriti's Trusteeship. Jackie seconded. The motion was approved unanimously, without issue. Akriti joined the group and was welcomed by everyone.

**4. 5:25 - Finance Report**

Susan gave the floor to Chris Hero for the budget update. Chris spoke to the board about the upcoming FY19 budget process. He distributed a document outlining the FY19 budget development timeline and activities. There are many pieces that go into figuring out our budget. He called the budget cycle "A Challenging Opportunity," due to a lack of clarity around state funding, the rising cost of benefits, reserve management, our teacher salary project and new Impact Initiatives. The opportunities reflect the values and goals of Gateway, most notably our teacher salary project. That work is continuing to have a big impact on the budget and will be transformative to our organization. In addition, there are our multi-year initiatives such as the Impact Lab and the new GIL Website. There is a projection of a state surplus. If this is true, next year's state funding will be larger than previously anticipated. Some funding will come in the form of one-time grants, some will be on-going funding. The Legislative Analyst's Office and the Governor agree on projections. In other news, there is an effort to put a parcel tax on the June ballot. If it passes, it could provide another \$350,000 to Gateway.

Chris continued to explain the upcoming budget planning process. The board will approve the budget in May. He thanked everyone for their contributions to this project, and Sapna thanked Chris for all the work he and Chad do every year to figure out the budget.

Next, Sapna and Sharon asked everyone to introduce themselves and share 3 words to describe Gateway. Afterwards, Sapna thanked everyone for giving their insight into the character of Gateway, and gave the floor to Mary Plant Thomas for the Faculty Affairs Committee Update.

5. **Faculty Affairs Update**

Mary Plant-Thomas told the board that the FAC will be getting feedback on the new compensation model when it is presented to faculty from both schools, next week. We are on an aggressive timeline to implement the model next year. Annie Kelbahn and Mary are planning a more comprehensive update at the next meeting. Sapna thanked Mary for her update, and gave the floor to Chanda Guerin for the Development report.

6. **Development Report**

Chanda talked to Trustees about where we stand in meeting our fundraising goal, how the budget works as a whole, where our support comes from, and what are our upcoming development priorities and plans. She reviewed upcoming development events, such as the Great Gateway Gathering, on April 14th, and the Alumni Happy Hour on March 7th. There will be an Alumni Family solicitation in February. Our foundation opportunities are exciting, and the development team is working on many grants this spring. This is a good area for growth for Gateway. We are happy that Bettina Steffen has again agreed to be co-chair of the Matters of the Luncheon. Chanda asked Trustees to begin thinking of a luncheon speaker and luncheon sponsorships. Chanda reviewed seven ways trustees can help in our fundraising efforts, and Trustees were given time during the meeting to work on these areas of support.

- Stewardship lists
- Conversations for Impact Events. Breakfast, Lunch and Happy Hour. We hope to meet as many new people as possible.
- Talent and Experience
- Thank you notes
- Foundations
- Guest Speakers

7. **ED Report**

Sharon shared the news that Michael Fuller, the Gateway High School Principal, will not be returning next year. He has been at Gateway since 2002, when he joined as a biology teacher. He has decided that he is ready for a new challenge, helping engage young people with the sciences. We are starting our search process, and are creating a search committee with the hope of identifying the person around spring break.

8. **Adjourn Meeting**

Susan adjourned the meeting at 6:59.

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

2/7/18

Sharon Gillenwater, Board Secretary